



Eversley Primary School

ADMISSIONS POLICY

Admissions

Eversley Primary School admits 90 children to Reception each September. We have three classes in our Early Years unit, with a high-quality provision for children starting primary school. Children begin school in September during the academic year in which they become 5. As a Community School, the admissions to the School are the responsibility of the Local Authority. If the School is oversubscribed, the Local Authority's published criteria for admission will be used.

We hold weekly parent tours from October to **January**, where we welcome prospective parents/carers to visit our school. These take place on most Thursdays during term time, at **9am**. Please email the school for availability (office@eversley.enfield.sch.uk).

If your child has special educational needs or you are worried about any aspect of their development or have any concerns about them starting school, we can arrange for a meeting with our Inclusion Manager.

Enfield Schools Admission Service

For more information, please visit www.enfield.gov.uk/admissions where you can view the following related documents:

- [Applying for a primary school in Enfield \(PDF, 14412.75 KB\)](#)
- [Applying for a place in Reception class \(PDF, 180.71 KB\)](#).
- [Primary schools in Enfield admissions criteria \(PDF, 9129.76 KB\)](#)
- [Summer born guidance \(PDF, 169.75 KB\)](#)
- [Department for Education - guidance for parents \(PDF, 239 KB\)](#)
- [Deferral request form \(PDF, 107.57 KB\)](#)
- [Medical priority guidance and application form \(PDF, 138.35 KB\)](#)
- [How to register for an eAdmissions account \(PDF, 711.22 KB\)](#)
- [Step-by-step guide to applying online \(PDF, 377.83 KB\)](#).
- The [online eAdmissions system](#) is open for applications. The latest date for your application to be treated as an on-time application is 15 January **2023**. Any applications made after this date are treated as late applications.
- The breakdown of allocations at Enfield schools for children starting in reception for the previous 4 years, view the [reception allocation breakdown \(PDF, 191.53 KB\)](#).

Parents will receive notification from the Enfield Schools Admission Service in the April as to whether a place will be offered for the following September.

Induction

Our induction procedures will enable you and your child to meet the Early Years Team and to become comfortable in the school prior to starting:

- Weekly tours around the school for prospective parents
- Weekly pre-school sessions in the Summer term prior to starting school
- Liaison with nurseries and pre-school providers
- Home visits from class teacher and nursery nurse/teaching assistant in September
- Visit to school on the day prior to starting, with parent or carer
- Staggered intake
- Completion of a starting school booklet

In-Year Admissions

When children are admitted into school other than at the beginning of Reception, or during the school year they are given their own, individual induction.
